

Graduate Data Analyst

Are you a problem solver? Do you have an analytical mind? Do you want to make a difference?

- Full-time position
- Immediate start
- Based in ORIMA's Canberra office
- Salary: \$53,400 (plus super)

About us

ORIMA Research is Australia's leading provider of end-to-end market, social and organisational research and data analytics services to the public sector. We conduct strategically important research studies in support of public sector policies, programs and initiatives, including research and evaluations on some of the most high-profile issues of the last decade.

Our projects have covered a broad range of areas and topics including the environment, education, public health, taxation, welfare reform, sport, foreign affairs and defence/security.

We have offices in Canberra, Melbourne, Sydney and Brisbane and employ 50 permanent staff as well as a national Aboriginal and Torres Strait Islander Field Force of around 30 casual researchers.

About the job

We are looking for a graduate with strong quantitative data analysis skills. The key duties will include (but will not be limited to):

- Assisting our researchers to deliver high quality project deliverables (e.g. Word reports, Excel data tables and PowerPoint presentations);
- Data processing and data file preparation (e.g. recoding, syntax development, backcoding);
- Implementing rigorous quality control processes;
- Theming / coding open-ended responses;
- Generating charts, tables and descriptive statistics;
- Analysing data and interpreting research results (using SPSS and Excel);
- Higher level statistical analysis where required; and
- Organising and supporting surveys while they are live in field.

ORIMA Research has a clear career progression pathway. You will be provided with the support and opportunity to further develop the technical and non-technical skills required for a successful career in the research consulting industry.

Selection criteria

To be eligible for this role, you must:

- have completed, or close to completing, your qualifications in Economics, Econometrics, Statistics, Actuarial Studies, Marketing, Commerce, and/or other relevant degree
- demonstrate a high level of academic performance (i.e. distinction average or higher at tertiary level)
- demonstrate strong quantitative analytical skills (including familiarity and experience with Excel, SPSS and programming languages, such as VBA)
- demonstrate ability to work under pressure and in environment with dynamic deadlines
- demonstrate at least an intermediate understanding of methodologies commonly used in the market and social research industry, and how they can be applied to solve different problems
- have very strong attention to detail
- be a self-starter who proactively tackles problems as they arise within their day-to-day role
- have proven written communications skills, including an understanding of how to explain quantitative data in a way that is accessible and insightful
- have good verbal communication skills and a positive attitude towards client service
- demonstrate excellent time management and organisation skills
- demonstrate the ability to work in a small team environment and be a genuine team player with a strong positive attitude
- have an interest in the public sector and/ or social research, and
- be an Australian citizen or permanent resident.

How to apply

Please email your application to hr@orima.com by **COB Friday 28 June 2019**.

Your application comprises:

1. Your CV
2. Academic records (university transcript and ATAR results)
3. A cover letter (of no more than 3 pages) addressing the following:
 - a) Please tell us why you wish to join us, including how well you align with ORIMA's corporate values.
 - b) Our position description describes the characteristics and selection criteria we are looking for. How well do you feel you meet our requirements, and why?
 - c) Please describe your academic and work history, including any qualifications or accreditations.
 - d) How do you feel your life experience so far makes you suited to the type of role described?
 - e) Describe the ideal work culture that you most enjoy working in and why.
 - f) Please state your citizenship status

Our Recruitment Process

Our recruitment selection process involves four stages as follows:

- Stage 1 – First round interview (with core skills assessment)
- Stage 2 – Second round interview
- Stage 3 – Psychometric testing
- Stage 4 – Final interview

For enquiries please call Arlene Hendricks (from our Melbourne office) at ORIMA Research on (03) 9526 9000.